

CLASS TITLE:**CAMPUS POLICE OFFICER****Class Code: 02186400****Pay Grade: 17A****EO Code: D****CLASS DEFINITION:**

GENERAL STATEMENT OF DUTIES: To enforce laws and Board of Regents' regulations; to make arrests in accordance with provisions of federal, state and local laws and ordinances; to maintain order and security on institution premises; to provide emergency medical services to the campus community; and to do related work as required.

SUPERVISION RECEIVED: Works under the general and specific instructions of a superior campus police officer who reviews work in process and upon completion for conformance to provisions of law, Board of Regents' regulations and institution regulations and instructions.

SUPERVISION EXERCISED: Exercises immediate supervision over lower ranking personnel and student peace officers within an assigned or particular assignment.

ILLUSTRATIVE EXAMPLES OF WORK PERFORMED:

To patrol an assigned area on foot, or in a motor vehicle; to inspect campus buildings and grounds, to guard against fire, theft, damage, defacement or destruction; to enforce traffic regulations including the use of radar and issuing tickets; to direct and control traffic; to give information to the public; to supervise the parking of cars and patrol parking areas for safety and protection against theft; to investigate and make detailed reports on traffic violations, accidents and criminal incidences; and to type and file reports as required.

To arrest with or without warrant, as permitted within the law, any person for violations of state or federal criminal statutes or for violation of local town ordinances occurring on said premises or upon streets and highways immediately adjacent to said premises and to process and/or detain such person(s) as required; and to write and submit reports concerning such actions.

To appear in court or at other hearings such as campus judicial boards and give testimony, and prepare paperwork relating to such appearances.

To operate a communications office including dispatching and keep police records.

To perform routine maintenance on police vehicles.

To perform other related duties as required.

To cooperate with other law enforcement agencies in the enforcement of laws and regulations.

To render first aid related to First Responder Certification.

To do related work as required.

REQUIRED QUALIFICATIONS FOR APPOINTMENT:

KNOWLEDGES, SKILLS AND CAPACITIES: A working knowledge of Board of Regents' and assigned institutional regulations; a working knowledge of the principles and practices commonly applied by a police officer in the enforcement of the law and regulations to protect life and property; the ability to apply such knowledges, principles and practices; the ability to enforce traffic regulations and to direct and regulate traffic; the ability to make accurate reports on law or regulation violations; the ability to render first aid related to First Responder Certification; the ability to operate a communications office and keep police records; the ability to cope with situations firmly, courteously, tactfully and with respect for the rights of others; the ability to understand and carry out oral and written instructions; the ability to write and speak effectively; the ability to perform first aid as a First Responder; and related capacities and abilities.

EDUCATION AND EXPERIENCE:

Education: Such as may have been gained through: graduation from an approved high school; and must satisfactorily complete the Rhode Island Municipal Police Training Academy curriculum; and

Experience: Such as may have been gained through: employment in a full-time position requiring maintenance of law and order, and the protection of life and property including the responsibility for the arrest and detention of persons in violation of the law.

Or, any combination of education and experience that shall be substantially equivalent to the above education and experience.

SPECIAL REQUIREMENTS:

1. Must be physically qualified to perform assigned duties as evidenced by a physician's certificate; and
2. Within 6 months of appointment must satisfactorily acquire First Responder Certification from the State Health Department; and maintain certification as a condition of continued employment.
3. Must possess a valid Rhode Island driver's license.

Class Revised: April 27, 1986

Editorial Review: 3/15/03